



## MEMORANDUM

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**From:** Mazzarella, Ron  
**Sent:** Friday, December 14, 2007  
**To:** Contracts  
**Subject:** Council Approval Notification

**Vendor:** Philpott Motors  
**Address:** 1400 U.S. Highway 69 North  
Nederland, Texas 77627-8016

**Re:** Approval for purchase of seventy-eight light duty vehicles  
**Date of Award:** December 14, 2007  
**Requisition No.:** 7800 07110600291  
**Solicitation No.:** N/A  
**Contract No.:** CT 7800 07121400630  
**Dollar Value:** \$1,835,318.48  
**Contract Term:** Single spot purchase  
**Agenda Item No.:** 50  
**Agenda Date:** December 13, 2007

Ron Mazzarella  
Fleet Buyer  
Purchasing Office  
124 West 8<sup>th</sup> Street  
Austin, Texas 78701  
P: 974-2837  
F: 974-2373  
[ron.mazzarella@ci.austin.tx.us](mailto:ron.mazzarella@ci.austin.tx.us)